

~~FILED~~  
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RECORDS SECTION

DIVISION

MEMORANDUM FOR: Record

26 March 1954

SUBJECT: Preservation Services Performed by National  
Archives

1. On 25 March, Mr. [REDACTED] and myself visited the Rehabilitation Section, Preservation Services Branch, National Archives. 25X1A9a  
The principal function of this organization in the National Archives is to repair records of a permanent nature and treat them with certain processes which will increase their life history.

2. Mr. Robert Linden is the Chief of this Section. Under him, records which have been determined to be permanent are fumigated before they are accessioned, repaired when the record has been partially torn or otherwise mutilated, and certain records are laminated to preserve them.

3. This Section also performs services for other Government agencies on a reimburseable basis. For several years, they have been doing map lamination for this Agency. At the present time, the cost of this service is approximately \$6,000 per year. The person in this Agency who requests these services is Mr. [REDACTED] 25X1A9a  
[REDACTED] Chief, Map Library Division.

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4. The purpose of this visit was to observe the precautions that must be taken to preserve permanent records and to see if any provision should be made in our Records Center for these services.

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